

City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners
From: Joyce Shanahan, City Manager
Subject: Weekly Report – EXECUTIVE SUMMARY
Date: July 1, 2011

1. City Manager: **Page 1**

City Manager

Reviewed and prepared with staff as follows:

- Weekly meetings with City Attorney, HR Director, Finance Director
- Biweekly meetings with I/T Manager, Economic Development Director
- Weekly staff meeting with Directors
- Met with Assistant City Manager, HR Director and Finance Director FY 2011-2012 budget position requests

Spoke to, attended and/or met with:

- Economic Breakfast Forum hosted by Ormond Beach Chamber and City of Ormond Beach Economic Development Department
- Rotary meeting
- Volusia County Council/FDOT SunRail workshop
- Webinar on Government Success with Enterprise Content Management Solutions
- As requested, reviewed agenda with Commissioner Stowers
- Volunteered for United Way,

2. Community Development: **Page 1**

- Educational workshops for the Opportunity Zone designation (aka Brownfield) have been coordinated between Main Street and the Departments responsible for facility reservation. Flyers have been developed and will be mailed to each property owner. Main Street will send out several “blast” communications to their member and non-member list one week before each meeting date. The flyer will be put in the Weekly Review also. A power point presentation has been prepared. Workshops will occur on the following dates at the facilities identified:

July 26, 2011, City Hall Training Room
August 9, 2011, The Casements
August 30, 2011, The Casements
September 13, 2011, City Hall Training Room

All meetings will begin at 6:00 pm. A PowerPoint presentation has been prepared and staff is currently reviewing the Brownfield Redevelopment Program Guidance Manual in preparation for the meetings. Contact has been made with the regional FDEP representative but no response has been received as of this report.

Development Services

- A Development Order was issued to Energizer for the new treatment process this reporting period.
- Staff met with representatives of Randy’s Auto Body to discuss a redevelopment plan for properties acquired by the business. A land use, zoning, partial road vacation and PBD site plan will be part of a total redevelopment package. Staff is in support of

the effort and recommended a neighborhood meeting be held to educate the adjacent neighborhood.

- St. James will be conducting a neighborhood plan tentatively scheduled for July 22 at 5:30 in the church hall. The Church has contracted to buy a residential lot at the south corner of Halifax Drive and Casements Drive, directly south of the parish offices and parking lot, at 64 South Halifax Drive, owned by Martha Hartman. The Church will be seeking a Special Exception from the City of Ormond Beach to incorporate this property into the Church campus.
- Staff had preliminary discussions for a possible land use change to accommodate an industrial expansion at the vacant south west corner of Wilmette and N. Yonge Street. The land is residentially zoned. Staff recommended a neighborhood meeting be held to inform and gauge neighborhood support. Staff's primary concerns are with the encroachment of industrial into a residential area and the intensity of the expansion

3. Economic Development: **Page 2**

Ormond Crossings

- Staff met with Tomoka Holdings regarding their revisions to the draft design standards, which are expected to be completed with the PMUD documents for a submittal to staff mid-July.

4. Airport: **Page 3**

5. Finance: **Page 4**

6. Fire Service: **Page 5**

7. Human Resources **Page 6**

- Fire Department - Fire Chief - Received approximately eighty (80) applications which are in the process of being reviewed. **Page 6**

8. Information Technology: **Page 8**

9. Leisure Services: **Page 8**

- Athletics Maintenance. **Page 9**
- Future Events at PAC. **Page 10**
- Parks and Irrigation. **Page 11**
- Building Maintenance. **Page 12**

10. Police: **Page 12**

- Community Outreach **Page 12**
 - The Police Explorers participated in the Florida Association of Police Explorer State Conference. Once again, they made their agency proud:
 - 1st Place Traffic Crash Investigation
 - 1st Place Physical Agility Test
 - 3rd Place In-Progress Response
 - 5th Place OVERALL Champions (of 31)
 - Community Services & Animal Control. **Page 12**
 - Criminal Investigations/Records. **Page 13**
- Comments:
- Blood evidence was submitted to FDLE to determine the possible identity of a subject involved in a vehicle burglary in the Ormond Lakes subdivision. The blood evidence was analyzed, entered into CODIS and it came back to a known burglary suspect who resides in the area of the burglary. This suspect has been

arrested for other similar burglaries by our agency. Investigators will be preparing charges against the identified suspect for the burglary.

- Operations – Summary of specific crimes. **Page 13**
- Neighborhood Improvement. **Page 15**
 - Code Enforcement Summary will be added to the weekly report beginning next week.

11. Engineering: **Page 15**

- South 40 Medians - Staff is processing the PO for this small landscape and irrigation work. The project has been scheduled to begin on July 18th. **Page 16**
- Downtown Parking (Vining Court) - The contractor continued pouring the new concrete curbing and pedestrian sidewalks and driveway aprons. All the electrical conduits have been installed and inspected by the Building Division for the proposed lighting system. The irrigation contractor has completed the installation of all sleeving under the proposed sidewalk, curbs and existing roadway. **Page 16**

12. Environmental Management Division: **Page 18**

- Asphalt/Concrete. **Page 18**
- Tree Crew. **Page 18**
- Street/Stormwater Maintenance. **Page 19**
- Street Sweeping. **Page 19**

13. Fleet Operations: **Page 19**

14. Utilities: **Page 20**

- Airport Road Force Main Extension – Project includes force main up sizing and conversion to reuse transmission for serving wastewater and alternative water supply irrigation needs for the Breakaway Trails and Hunter's Ridge areas. Contractors submitted qualifications to bid on the project. Contractor qualifications need to be reviewed. Easements forthcoming for CC consideration for a portion of the project corridor.
- Rima Ridge Wells – The Operation and Maintenance manual comments received from staff were sent to the contractor by the Engineering Division. Substantial completion meeting was held. Wells need to be cleared for service by Volusia County Health Department. **Page 21**
- Public Works Utilities staff working with Engineering for repair methods and proposals for sewer and storm piping cracking discovered at SR40 and Halifax Ave. Estimates were received for the repairs. **Page 21**
- The City's backflow tester, Jason Gainey, attended and passed (98%) UF TREEO Center - CCC Program Manager School – obtained certificate. **Page 21**